



# Community Regional Charter School

## CRCS Board Meeting

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### Date and Time

Wednesday February 12, 2025 at 6:00 PM EST

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Members of the public are welcome to attend and observe these meetings but must be aware that although the meeting is held in public it is not a public meeting and therefore observers are not permitted to speak during the meeting itself, except during public comment.

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:00 PM</b>
<b>A.</b> Record Attendance		Ashlee Savage	1 m
<b>B.</b> Call the Meeting to Order		Nicki Reinholt	1 m
<b>C.</b> Approve Agenda	Vote	Nicki Reinholt	1 m
<b>II. Approve Business Meeting Minutes</b>			<b>6:03 PM</b>
<b>A.</b> Approve Minutes from 12/11/2024 meeting	Approve Minutes	Nicki Reinholt	2 m
<b>III. Public Comment</b>			

	Purpose	Presenter	Time
<b>IV. Executive Director and Staff Reports</b>			<b>6:05 PM</b>
<b>A.</b> Letters of Resignation (since last Board Meeting) Tasha Goodrich, Facilitator, Dimensions Matt Shawyer, Facilitator, Overman Mark Melia, Secretary, Dimensions	FYI	Travis Works	1 m
<b>B.</b> New Hires (since last Board Meeting) Lindsey McCorkindale, Secretary, Dimensions Shawm Callahan, Facilitator, Overman	FYI	Travis Works	1 m
<b>C.</b> Live Weather Broadcast with Channel 8 @ CRCS Dimensions  <a href="https://www.wmtw.com/article/weather-at-your-school-community-regional-charter-school/63605116">https://www.wmtw.com/article/weather-at-your-school-community-regional-charter-school/63605116</a>	FYI	Susan Muzzy	5 m
<b>D.</b> Consolidation Update Site search updates	FYI	Travis Works	5 m
<b>E.</b> ED279 and Pay Scales	FYI	Travis Works	10 m
<b>F.</b> Learner Attendance and Chronic Absenteeism Strategies	FYI	Elizabeth Firnkes	5 m
<b>V. Other Business:</b>			<b>6:32 PM</b>
<b>A.</b> Vote to Approve Jim Hodgkin as a New Board Member	Vote	Nicki Reinholt	15 m
<b>B.</b> Vote to approve the Distance Learning and Telemedicine Grant  Vote to approve the Distance Learning and Telemedicine Grant for \$82,000.	Vote	Travis Works	5 m
<b>VI. Board Chair Updates</b>			<b>6:52 PM</b>
Board Member Job Description (see Governance minutes in Board Packet) <a href="https://docs.google.com/document/d/1nCuDpDaNR7j-c8lfw8bYzaSGGFBHvtwCXNIHXlqHQNA/edit">https://docs.google.com/document/d/1nCuDpDaNR7j-c8lfw8bYzaSGGFBHvtwCXNIHXlqHQNA/edit</a>			

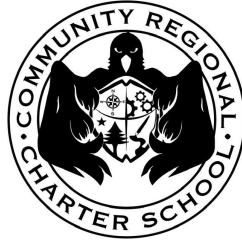
	Purpose	Presenter	Time
Board Member Agreement (see Governance minutes in Board Packet)			
<a href="https://docs.google.com/document/d/1FCT3lwEUnmHsYstQ5wKAXzqpX-6aNPLfV9Q7y-PT8pc/edit">https://docs.google.com/document/d/1FCT3lwEUnmHsYstQ5wKAXzqpX-6aNPLfV9Q7y-PT8pc/edit</a>			
Board Member Trainings			
<b>A.</b>	Annual Monitoring Meeting with Maine Charter Commission	FYI	Nicki Reinholt 10 m
<b>B.</b>	Board Self Assessment Review process to see results for discussion at our March Business meeting.	FYI	Nicki Reinholt 10 m
<b>VII.</b>	<b>Academic Excellence Committee</b>		<b>7:12 PM</b>
<b>A.</b>	Presentation - RavenCon	FYI	Elizabeth Firnkes 10 m
<b>B.</b>	Review January 7, 2025 Academic Excellence Committee Meeting	FYI	Michael Buja 10 m
<b>VIII.</b>	<b>Finance &amp; Facilities</b>		<b>7:32 PM</b>
<b>A.</b>	Approve Finance and Facilities Committee Meeting Minutes from 11/20/24	Approve Minutes	Stephanie Saltzman 5 m
<b>IX.</b>	<b>Governance Committee</b>		<b>7:37 PM</b>
<b>A.</b>	Review Governance Committee Minutes Approve minutes for Governance Committee Meeting on February 5, 2025	Approve Minutes	Nicki Reinholt 10 m
<b>B.</b>	Onboarding Manual update Theresa, Travis, and Ashlee are working Arron Richards on putting together a cohesive Board Handbook and On Boarding.	FYI	Theresa Overall 10 m
<b>X.</b>	<b>Closing Items</b>		<b>7:57 PM</b>
<b>A.</b>	Adjourn Meeting	Vote	

# Coversheet

## Approve Minutes from 12/11/2024 meeting

**Section:** II. Approve Business Meeting Minutes  
**Item:** A. Approve Minutes from 12/11/2024 meeting  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for CRCS Board Meeting on December 11, 2024

DRAFT



# Community Regional Charter School

## Minutes

### CRCS Board Meeting

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#### Date and Time

Wednesday December 11, 2024 at 6:00 PM

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#### Directors Present

C. Hansen (remote), M. Buja (remote), N. Reinholt (remote), S. Saltzman (remote)

#### Directors Absent

T. Overall

#### Ex Officio Members Present

T. Works (remote)

#### Non Voting Members Present

T. Works (remote)

#### Guests Present

A. Savage (remote), B. Andre (remote), Casie Guillow (remote), D. Ryder (remote), E. Firnkes (remote), Esther Rosario (remote), J. Alves (remote), K. Canning (remote), Kyle Cole (remote), Megan Munroe (remote), S. Muzzy (remote), Stacey Scott (remote), Tammy Wyman (remote)

## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

N. Reinholt called a meeting of the board of directors of Community Regional Charter School to order on Wednesday Dec 11, 2024 at 6:02 PM.

### C. Approve Agenda

N. Reinholt made a motion to approve tonight's agenda.

M. Buja seconded the motion.

The board **VOTED** to approve the motion.

## II. Approve Business Meeting Minutes

### A. Approve Minutes from 11/13/2024 meeting

M. Buja made a motion to approve the minutes from CRCS Board Meeting on 11-13-24.

S. Saltzman seconded the motion.

The board **VOTED** to approve the motion.

## III. Executive Director and Staff Reports

### A. Letters of Resignation (since last Board Meeting)

None since the last board meeting.

### B. New Hires (since last Board Meeting)

None since the last meeting

### C. Brain Research Conference Update

11 staff members attended the Learning in the Brain Conference in Boston a few weeks ago.

4 staff members shared out what they got from the conference.

Susan and two learners also shared out on Tuesday Dec 10th with the Charter Commission a few takeaways from the conference that have been put into place already from the conference

### D. Sources of Grant Funding presentation

Travis shared out a brief overview of the different types of grant funding that we receive.

Title I - instructional staff  
Title II - professional development  
Title IV - health and safety  
Title V - technology  
IDEA - special education

**E. LinkIt! Data Warehouse**

CRCS has officially implemented our data warehouse.

Travis and Ashlee are working with LinkIt! on onboarding and beginning to look at the data. Also working with them to get best reports that we know need for moving forward

**F. Live Weather Broadcast with Channel 8 @ CRCS Dimensions**

Casie Guillow put in a submission for CRCS to participate in WinterKids! Only school in Somerset County to receive the grant.

End of January (January 29th), Channel 8 is going to Dimensions to do a live weather broadcast.

Lots of publicity coming with the program which should help going into enrollment season.

**G. P.I.L.O.T (Payment in Lieu of Taxes) and Purchase Offer for First Park**

Waiting to hear back from FirstPark on the P.I.L.O.T and Purchase Offer for First Park

**IV. Other Business:**

**A. Vote to Approve the FY 24 Financial Audit**

Kyle Cole presented on the audit and shared the results and findings which were all very positive. CRCS had a clean audit and clean management letter.

S. Saltzman made a motion to approve the FY 24 Financial Audit.

N. Reinholt seconded the motion.

The board **VOTED** to approve the motion.

**B. Equipment Grant Signed Agreement**

Allison Perkins just filled out a grant for food service equipment. CRCS was awarded part of the grant for a commercial freezer that will be housed at Overman.

**V. Board Chair Updates**

**A. Annual Monitoring Report**

Nicki and the administrative team goes through the report and look at the goals.

Nicki will dive into the report and present the overview at a following board meeting.

## **B. Board Self Assessment**

Results are available for review through Board on Track.

At the January meeting, the board will use the results and recommendations to start creating some goals and next steps for improvement.

## **C. Onboarding Manual update**

Theresa Overall has joined the Governance Committee and taking lead with getting the Board Onboarding Manual revised and in a more usable format to use for new board members.

## **D. Charter Commission Lunch and Professional Development Update**

Nicki, Susan, and Elizabeth participated in a professional development workshop with the Charter Commission.

Charter schools were able to give feedback to the Commission as well as work with the Commission and other charter schools on the goals we have created.

## **VI. Finance & Facilities**

### **A. Approve Finance and Facilities Committee Meeting Minutes from 11/20/24**

S. Saltzman made a motion to approve the minutes from Finance and Facilities Committee Meeting on 11-20-24.

C. Hansen seconded the motion.

The board **VOTED** to approve the motion.

## **VII. Governance Committee**

### **A. Approve the Governance Committee Meeting Minutes from 12/4/24**

Meeting minutes were not attached so the agenda so the minutes will be voted on at the next board meeting in January.

## **VIII. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.



Respectfully Submitted,  
N. Reinholt

# Coversheet

## Vote to Approve Jim Hodgkin as a New Board Member

**Section:** V. Other Business:  
**Item:** A. Vote to Approve Jim Hodgkin as a New Board Member  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Jim Hodgkin Public Charter School Board Information Sheet.pdf

## Public Charter School Governing Board Member Information Sheet

Name of Public Charter School Community Regional Charter School

Name of Board Member James Hodgkin

Email Address james.hodgkin83@gmail.com

Occupation Assistant Director of Building Grounds and Transportation for RSU 10

Please respond to the following questions:

1. Why do you wish to serve on the governing board? *I have 40+ years in public education and would love to give back some of my knowledge that I have gained.*
2. What is your understanding of the educational needs of students in the catchment area? *The students in this area have a wide range of abilities.*
3. Please list any previous or present educational involvement; such as board member, budget committee, citizens committees, etc. List school(s) or district(s). *I have held many positions in education from classroom teacher, Principal, and Superintendent of Schools.*
4. What special qualifications do you have that will help you to be a board member? *I have a great deal of passion for education and have made it my life's mission to do whatever I can to improve the quality of education in our state.*
5. What is your understanding of the role you will play as a public charter school board member? *As a member of the school board, I will be asked to find ways to support the students, staff, and administrators who are running the school. The board will work with the administrators to develop the budget and to help develop a plan for the curriculum and other expectations for the educational experience of the students.*

Sign  Date 1/13/25

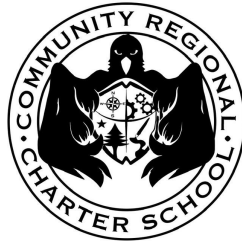
This form MUST be submitted to the Maine Charter School Commission via Epicenter.

# Coversheet

## Review Governance Committee Minutes

**Section:** IX. Governance Committee  
**Item:** A. Review Governance Committee Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:**  
Minutes for Governance Committee Committee Meeting on February 5, 2025

DRAFT



# Community Regional Charter School

## Minutes

### Governance Committee Committee Meeting

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#### Date and Time

Wednesday February 5, 2025 at 10:00 AM

#### Location

CRCS Central Office

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#### Committee Members Present

N. Reinholt

#### Committee Members Absent

T. Overall

#### Guests Present

A. Savage (remote), T. Works

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

N. Reinholt called a meeting of the Governance Committee Committee of Community Regional Charter School to order on Wednesday Feb 5, 2025 at 10:20 AM.

### II. Governance Committee

#### A.

## **Board Self Assessment & Goals - Update**

### **B. CRCS Board Member Handbook - DRAFT**

Committee discussed the draft of our board handbook and gave some feedback to the group working on it.

### **C. DRAFT Board Member Job Description**

Committee went through the draft job description.

Committee will gather feedback from the board at the March board meeting.

### **D. Board Member Agreement**

Committee went through the draft board member agreement.

Committee will gather feedback from the board at the March board meeting.

## **III. Other Business**

### **A. Current plan to consolidate and property search update**

Will be discussed further at the February board meeting

## **IV. Closing Items**

### **A. Agenda Items for Next Month**

- Finalize the Board Member Job Description
- Finalize the Board Member Agreement
- Follow up on the Board Member Handbook
- Follow up on quarterly board member trainings

### **B. Approve minutes from today's meeting**

Committee agrees upon the minutes to this meeting.

### **C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:43 AM.

Respectfully Submitted,  
N. Reinholt